

Regulatory Experience and Expertise

This form documents your knowledge of the meaning and applications of Title 14 Code of Federal Regulations (14 CFR). This knowledge allows the designee to determine what is and is not applicable for the task at hand. On the REGULATORY criteria sheet you check the spaces next to the 14 CFR part(s) of which you are knowledgeable. You must include documentation which verifies where and how you acquired your knowledge of acceptable compliance to the requested 14 CFR part. An example might look as follows:

APPLICANT INFORMATION		FAA USE ONLY	
GENERAL EXPERIENCE DESCRIPTION: Regulatory/Certification Expertise and Experience		Adv	EP
	Possesses a working knowledge of the pertinent FAA regulations, directives and related guidance:		
	14 CFR part 21		
	14 CFR part 45		
	14 CFR part 47		
	14 CFR part 183		
	Order 8110.4		
	Order 8100.8		
	Order 8130.2		
	Order 8130.21		
	Advisory Circular 21-2		
	Advisory Circular 21-23		
	Advisory Circular 21-32		
	Advisory Circular 21-33		
	Advisory Circular 45-2		

Supplementary Documentation (attach additional sheets as required).

[illegible]

Applicant's Name _____

GENERAL TECHNICAL CRITERIA**Technical Experience and Expertise****Technical Experience and Expertise Explained:**

This form documents the applicant's possession of airworthiness and manufacturing knowledge, skills, and abilities. This criteria also is used to determine the Authorized Functions and Limitations. Indicate applicable technical expertise and experience you possess by placing an "X" in the left column of the table below. You must list at least three references and include telephone numbers at which they may be reached during normal business hours Monday through Friday. These references must be persons who have first-hand knowledge of your technical abilities. These persons must possess the technical knowledge necessary to make such a judgment regarding your technical ability. Although not required, it will be helpful if these references are persons known to the Aircraft Certification Service. You must also include documentation which substantiates where and how you acquired your technical expertise and experience.

<i>Mark with</i>	<i>APPLICANT INFORMATION</i>	<i>FAA USE ONLY</i>	
an "X"	GENERAL EXPERIENCE DESCRIPTION: Technical: Technical Expertise and Experience	Adv	EP
	Each applicant must possess current technical knowledge and meet experience requirements in connection with the production or inspection of products or parts of the same type and complexity for the functions sought (e.g., Boeing Model 707-100, Bell Model 47B, and/or related parts/components, appliances, etc.).		
	DMIR/ODAR Employed by a PAH or a PAH's supplier.		
	DMIR/ODAR: Familiar with the PAH and/or PAH's approved supplier's facilities, procedures, manufacturing practices, and inspection techniques in connection with type certification, original airworthiness certification, export certification, parts approval, and associated data as appropriate for the functions sought.		
	Three verifiable technical references are required to substantiate the applicant possesses the required technical expertise for the designation sought. These references (listed below) may be the same persons used for character references (reference GENERAL INTERFACE CRITERIA). DMIR and ODAR applicants must include a letter of recommendation from the company attesting to the applicant's technical competency, this may be considered one of the three required technical references.		
	For an ODAR, unlike an individual DAR, it is the ORGANIZATION that must meet all DAR qualifications for authorized functions identified in the approved procedures/manual. The ODAR is responsible for ensuring the individual authorized representatives identified in the ODAR procedures/manual COLLECTIVELY meet the overall qualification criteria in this order, not each individual performing specific functions under the ODAR. Therefore, the individuals within an ODAR designation need only the skill and ability necessary to make the required determination consistent with the type and complexity of authorized functions to be performed. The ODAR is responsible for ensuring compliance with FAA regulations and terms of the appointment. Corrective action will be directed at the ORGANIZATION and not individuals authorized within the ODAR.		
	Technical References (list 3 names minimum and indicate if DMIR/DAR/ODAR): 1. _____ Name Phone Number Designations held 2. _____ Name Phone Number Designations held 3. _____ Name Phone Number Designations held		

Supplementary Documentation (attach additional sheets as required).

Applicant's Name _____

GENERAL INTERFACE CRITERIA**Direct Interface with FAA Personnel and Procedures****Direct Interface with FAA Personnel and Procedures Explained:**

This form is used to document both your character references and your direct interface with the FAA personnel and procedures. List at least three references and include a telephone number where they may be contacted during normal office hours Monday through Friday. These references should be able to verify your integrity, ethics, and interpersonal skills.

APPLICANT INFORMATION		FAA USE ONLY	
GENERAL EXPERIENCE DESCRIPTION: INTERFACE CRITERIA		Adv	EP
Three verifiable character references are required to substantiate the applicant possesses integrity and sound judgment. These references (listed below) may be the same persons used for technical references (reference GENERAL TECHNICAL CRITERIA). DMIR and ODAR applicants must include a letter of recommendation from the company attesting to these attributes; this may be considered one of the three required character references.			
List a minimum of three verifiable character references:			
1. _____	Phone Number _____		
2. _____	Phone Number _____		
3. _____	Phone Number _____		
4. _____	Phone Number _____		
5. _____	Phone Number _____		
Applicant has the ability to maintain the highest degree of objectivity while performing authorized functions on behalf of the FAA.			
Applicant has a good command of the English language, both oral and written.			
Applicant must be sufficiently knowledgeable in technical and administrative functions associated with the appointment and must satisfactorily demonstrate this to the FAA prior to appointment.			
Applicant possesses unquestionable integrity, sound judgment, and cooperative attitude.			
DMIR applicant shall have been in a responsible position for a minimum of one year in connection with the type of work covered by the designation.			
DMIR/ODAR applicants must report to a level of management in the organization sufficient to enable the applicant to administer the pertinent FAA regulations effectively without undue pressure or influence from other organization elements.			

DAR/ODAR applicants must include documentation showing significant experience in a direct working relationship with the FAA. This documentation should be in the format of: projects worked, dates of work, activity involved, and point of contact within the FAA. An example might look as follows:

"Big Airplane AAA-44, April 1989 to present, STC project for EFIS system on Boeing Model 727-200; Jerry Smith (1989-1990) and multiple STC projects; George Burns (1990-present)."

Supplementary Documentation (attach additional sheets as required).

Applicant's Name _____

GENERAL STANDARDIZATION**Knowledge of the Standardized FAA Designee System****Knowledge of the Standardized FAA Designee System Explained:**

This form is used to document your knowledge of FAA Airworthiness Approval and Certification process responsibilities, authority, limitations, activities, and procedures while serving as a representative of the FAA Administrator in the FAA certification process. Following the STANDARDIZATION CRITERIA is the designee knowledge-based test, which is used as evidence of your knowledge of designee functions. Complete the test, affirm with you signature, and return it with the rest of the application package. The Applicant may gain this knowledge through experience, attending FAA Standardization Seminars, or by directed self-study.

<i>DMIR/DAR/ODAR APPLICANT INFORMATION</i>
CRITERION DESCRIPTION:
Applicant completes knowledge-based test

<i>FAA USE ONLY</i>		
Adv		EP
	Review completed test	

Knowledge-Based Test

Answer the following questions by darkening in the circle preceding the correct answer:

- What regulation describes the requirements for designating private persons to act as representatives of the FAA?
 - ☐ 14 CFR part 43
 - ☐ 14 CFR part 21
 - ☐ 14 CFR part 183
- Which FAA publication is used to check the currency of orders and notices?
 - ☐ AC 00-2
 - ☐ AC 00-44
 - ☐ AC 21-7
 - ☐ Order WA 0000.5
- Which FAA publication is used to check the currency of CFR?
 - ☐ AC 00-2
 - ☐ AC 21-7
 - ☐ AC 21-23
 - ☐ AC 00-44
- Which FAA publication is used to check the currency of Advisory Circulars (AC's)?
 - ☐ AC 00-44
 - ☐ AC 00-2
 - ☐ AC 00-11
 - ☐ Order WA 0000.4
- Title 14 of the Code of Federal Regulations (14 CFR) refers to:
 - ☐ The President
 - ☐ Wildlife and Fisheries
 - ☐ Agriculture
 - ☐ Aeronautics and Space

Applicant's Name _____

6. The word "Chapter" when used in 14 CFR § 21.17 refers to:
 - ☐ Chapter 14
 - ☐ Chapter 1
 - ☐ Chapter 21
 - ☐ Chapter 17
7. Special Federal Aviation Regulations (SFAR) are:
 - ☐ Equivalent to a CFR
 - ☐ Issued for a specified period
 - ☐ Issued for a specific purpose
 - ☐ All the above
8. The designee's signature must be in "permanent type" ink on the following form.
 - ☐ Form 8100-2, Standard Airworthiness Certificate
 - ☐ Form 8130-7, Special Airworthiness Certificate
 - ☐ Form 8130-6, Application for Airworthiness Certificate
 - ☐ All of the above
9. Typing errors may not be corrected on the following form.
 - ☐ Any Airworthiness Application
 - ☐ "E" Card
 - ☐ Standard or Special Airworthiness Certificates
 - ☐ All of the above
10. Designees may be authorized by the FAA to conduct inspections necessary to determine that products and related parts conform to the type design data and are in a condition for safe operation.
 - ☐ True
 - ☐ False
11. DMIR Designations are effective for:
 - ☐ Indefinite Period of Time
 - ☐ 12 Months
 - ☐ Two Years
12. A representative's designation may be terminated upon a finding by the FAA that the designee did not properly perform their authorized duties.
 - ☐ True
 - ☐ False
13. What FAA order contains Type Certification project inspection procedures?
 - ☐ Order 8120.2
 - ☐ 14 CFR part 21
 - ☐ Order 8110.4
14. On what FAA form are the majority of a designee's inspections documented?
 - ☐ FAA Form 8100-1
 - ☐ FAA Form 8130-6
 - ☐ FAA Form 8110-12

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15. Where would you find the detailed instructions for completion of FAA Form 8130-3, Airworthiness Approval Tag?
- ☐ FAA Order 8120.2
 - ☐ FAA Order 8110.4
 - ☐ FAA Order 8130.21
16. Is it appropriate for a designee to sign and issue an FAA Form 8130-3 tag, if the form is incomplete with regard to part quantity, nomenclature, part number, installation eligibility, or shipper's invoice number?
- ☐ Yes
 - ☐ No
17. Entries on the FAA Form 8130-3 tag may be made in pencil.
- ☐ True
 - ☐ False
18. Who should the designee contact for information and answers relative to their duties as a designee? Use your own words.
- _____
- _____
- _____
19. Is it permissible to issue one FAA Form 8130-3 tag for several parts of the same number?
- ☐ Yes
 - ☐ No
20. An application for a Type Certificate for other than a transport category aircraft is effective for:
- ☐ Indefinite Period of Time
 - ☐ Five Years
 - ☐ Three Years
21. Conformity to type design is considered attained when the required and proper components are installed and they are consistent with the drawings, specifications, and other data that is part of the Type Certificate.
- ☐ True
 - ☐ False
22. Type Certificates are issued for aircraft, aircraft engines, and propellers.
- ☐ True
 - ☐ False
23. The final type inspection report assures that all type inspection authorization requirements are completed, and all FAA regulations have been met.
- ☐ True
 - ☐ False
24. An application for a Type Certificate must show compliance with FAA requirements that were in effect:
- ☐ As of the latest change to 14 CFR part 21
 - ☐ As of the Type Certificate Approval Date
 - ☐ On the date of the Application
25. The administrator of the FAA is empowered to issue:
- ☐ Maximum Standards
 - ☐ Aircraft Identification Plates
 - ☐ Reasonable Rules

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26. What must be presented to the FAA by the applicant for each aircraft engine, or propeller presented for type certification?
 - ☐ A \$5 Service Fee
 - ☐ A Statement of Conformity
 - ☐ A Letter of Acceptance
27. Definitions for specific words and phrases used throughout the Code of Federal Regulations may be found in:
 - ☐ 14 CFR part 21
 - ☐ 14 CFR part 199
 - ☐ 14 CFR part 1
28. The Code of Federal Regulations (CFR) is divided into:
 - ☐ 100 Titles
 - ☐ 50 Titles
 - ☐ 10 Titles
29. What regulation defines the eligibility for obtaining an Export Airworthiness Approval?
 - ☐ 14 CFR § 21.323
 - ☐ 14 CFR § 21.601
 - ☐ 14 CFR § 21.125
30. What Advisory Circular contains Export Airworthiness procedures and special requirements?
 - ☐ AC 21-16
 - ☐ AC 21-2
 - ☐ AC 21-18
31. What FAA order contains Airworthiness Inspection Procedures?
 - ☐ Order 8130.2
 - ☐ Order 8120.2
 - ☐ Order 8110.4
32. What FAA order contains information concerning the completion of FAA form 8130-1, Application for Export Certificate of Airworthiness?
 - ☐ Order 8130.2
 - ☐ 14 CFR part 21
 - ☐ AC 21-2E
33. An approved product was sold to a customer in the United States and was shipped to that customer. The product was not specifically inspected by the DMIR. The customer now has a desire to sell the product to a foreign operator. Would it now be appropriate for the DMIR to process an Export Airworthiness Approval?
 - ☐ Yes
 - ☐ No
34. FAA Form 8130-3, Airworthiness Approval Tag, is a multiple purpose form. As a designee, which side of the form would you complete for the export of either PMA or TSO articles?
 - ☐ Blocks 14 through 18
 - ☐ Blocks 19 through 23
 - ☐ Both
35. What FAA document identifies most special requirements for export of products to foreign countries?
 - ☐ 14 CFR part 21
 - ☐ AC 21-2
 - ☐ Order 8130.2

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36. An order is received for parts manufactured by your firm for shipment of aviation parts to a foreign aircraft manufacturer. The aircraft manufacturer has requested that the parts be shipped with FAA Form 8130-3. The requested parts are not manufactured under either your firm's PMA or TSO authorization. The parts are, however, produced under the same quality control system and are available in the facilities for inspection. Would it be appropriate for the DMIR to complete the requested FAA Form 8130-3?

- ☐ Yes
- ☐ No

37. Designees may be authorized to perform evaluation or surveillance functions of their firm's quality control system on behalf of the FAA.

- ☐ True
- ☐ False

38. The FAA regulatory basis for export is:

- ☐ 14 CFR part 43, subpart D
- ☐ 14 CFR part 21, subpart L
- ☐ AC 21-2

39. Export requirements may be waived by the:

- ☐ Manufacturer
- ☐ FAA Representative
- ☐ Foreign Civil Air Authority

40. Oral applications may be made by anyone desiring to export a "Class II" product.

- ☐ True
- ☐ False

41. An example of a "Class II" product is:

- ☐ MS20470AD4-4 Rivets
- ☐ A TSO-C22 Aircraft Seat Belt
- ☐ A Complete Aircraft Propeller

42. What document is required to amend or modify an Airworthiness Certificate or Operating Limitations?

- ☐ An amended Type Certificate
- ☐ An application for Airworthiness Certificate
- ☐ A Special Flight Authorization

43. Airworthiness Certificates may be issued for an aircraft manufactured under a Production Certificate without further showing.

- ☐ True
- ☐ False

44. U.S. aircraft registration requirements are located in:

- ☐ 14 CFR part 45
- ☐ 14 CFR part 21
- ☐ 14 CFR part 47

45. There are no specific size requirements for PMA markings, provided they are legible.

- ☐ True
- ☐ False

46. All designee functions must be accomplished within your company's facilities, unless otherwise authorized by your managing office.

- ☐ True
- ☐ False

Applicant's Name_____

47. The privileges of a DMIR are stated in:

- ☐ FAA Order 8130.2
- ☐ Public Law 103-272
- ☐ 14 CFR part 183

I hereby affirm that I completed this designee test.

SIGNATURE

DATE